

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: **CROSS CONNECTION CONTROL TECHNICIAN**

DEPARTMENT: **WATER DISTRICT**

BASIC FUNCTION:

Under general supervision, to implement and enforce the Water District cross-connection control program; to investigate and inspect backflow devices for compliance to regulations; to coordinate with customers and private contractors regarding appropriate placement of backflow devices; and to maintain appropriate records, files and documentation; and to perform other related work as assigned.

DISTINGUISHING CHARACTERISTICS:

The Cross Connection Control Technician is distinguished from the Meter Services Worker classes in the series by the specialized knowledge of the Cross Connection Control program and level of responsibility and independence of actions taken in coordinating this program; and is a lead technical maintenance classification.

KEY RESPONSIBILITIES:

Identify businesses where backflow devices are necessary, notify and advise customers where and what kind of devices need to be installed; follow-up to ensure that the appropriate devices have been installed.

Investigate backflow devices that are in need of repair or replacement and notify customers.

Conduct annual inspections of private reclaimed water systems.

Monitor and test backflow devices.

Respond to inquiries from contractors, developers, engineers and the general public concerning the District rules and regulations regarding the cross connection control program.

Maintain computerized records and files of backflow device locations, inspections, test results and corrections.

Prepares correspondence and summary reports.

Installs, repairs and maintains all District facility backflow devices.

May direct the work of other Meter Services Workers in the course of testing, inspection, installation or repair of backflow devices.

Maintain liaison with other agencies related to the Cross Connection Control program; represents the City at meetings; works closely with the City building department and County Health department.

Performs back-up to Meter Services Workers as necessary.

May act as supervisor in his/her absence.

QUALIFICATIONS:

Knowledge of:

State, City and District regulations related to the Cross Connection Control Program and related use of reclaimed water systems.

Specific tools, equipment, materials and procedures used in utility meter and backflow maintenance repair, testing, installation and reading work.

City street routes and location of meters and backflow devices.

Basic plumbing and piping systems in order to repair and maintain backflow devices and water meter systems.

Effective supervisory and training methods and techniques.

Quality control methods and techniques.

Safe work practices and regulations.

Basic arithmetic.

Ability to:

Enforce City cross connection control regulations and rules through investigation and identification of non-compliance and seek resolutions.

Exercise initiative and Judgment relative to enforcement activities.

Conduct backflow pressure and flow tests, installation and repair.

Effectively communicate with people from a wide variety of socio-economic backgrounds.

Deal tactfully and remain courteous and calm in tense and/or hostile situations.

Perform mechanical maintenance and repair tasks.

Perform basic arithmetic calculations accurately.

Operate a variety of hand and power tools and other types of mechanical equipment.

Enforce safety rules and regulations.

Carry out assigned duties in a safe and efficient manner.

Read basic blueprints to determine appropriate placement of new backflow devices.

Maintain computerized records and prepare reports accurately and completely.

Understand and follow written and oral instructions.

Work independently and efficiently to carry out assignments.

Lead the work of others in performing backflow tests, repair and maintenance of duties.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Three years of progressively responsible Meter Services Worker experience **and** coursework in Water Distribution, Hydraulics and Cross Connection Control.

SPECIAL REQUIREMENTS:

Possession of a valid California Driver's License (Class C). Certification by the AWWA (American Water Works Association) as a Backflow Tester and Cross-Connection Control Specialist. Willingness to work overtime hours or respond to emergency calls in off hours as required. During course of employment may be trained in Hazardous Materials related to the response plan for emergency operations.

PHYSICAL REQUIREMENT AND ENVIRONMENT:

This position requires:

extended periods of standing and walking on a variety of terrains to read, repair and install meters or examine backflow devices;

upper body strength to lift, carry and manipulate backflow devices, meter boxes, registers and other related equipment;

visual acuity to efficiently read meters and enter information into a computerized device for recording;

willingness to work in confined spaces which may expose employee to hazardous atmospheric conditions; and,

use of respirators which prohibits full beards and facial hair that may interfere with safety as it relates to the confined spaces program.

The majority of work is performed outdoors and through inclement weather as necessary.